



Milton Economic Development **Sustainability Subcommittee**  
Meeting Agenda – September 27, 2016 (**Tuesday**)  
2<sup>nd</sup> Floor – Milton Public Library – 5:30 PM  
Milton, DE 19968

1. Call Meeting to order: 5:35 PM
2. Roll call of members

Members in attendance:

Michela Coffaro  
Lou Colon  
Shannon Maner

Guests:

Alex Donnan (EDC)  
Michael Clark (EDC)  
Lisa Sumstine (Milton Chamber of Commerce)

3. Corrections/ Approval of Agenda: Approved
4. Approval of minutes of the 8/23/2016 meeting: Approved
5. Guest Speaker: Diane Laird, Delaware Department of Economic Development (DEDO)
6. Announcements: Thanks to volunteers at the Bargains on the Broadkill event August 27<sup>th</sup>!
7. Old business
  - Shannon Maner accepted role as new secretary of the Sustainability Committee.
  - Michela shared that Pam Batton assistant director of the library has agreed to provide and host related speakers and handle the details. Who will pay to advertise these events?
  - The Sustainability Committee will be getting its own copy of the "In Transition" DVD to be used at events. (Michela Coffaro)
  - Michela mentioned several topics to Woman's Club members and left name cards. No response.
  - Old business not discussed: Recycling tonnage (John King), magnets (Bob Howard), PR representative from haulers, recycling cans in Milton park (Shannon Maner), Zika virus (Roberta Hagan), Stem Expo (David Lafazia), Recruit speakers

## 8. New Business

### Topics of Diane's discussion:

#### **New Rural Community Development Initiative grant received:**

- 2 year grant running 3 fiscal years.
- \$180,000 project \$80,000 USDA, DEDO match \$80,000 local government match \$750 to bring down DEDO match.
- There are 10 recipient towns; Milton is eligible for funding based on its population and median household income.
- Diane suggested we send a representative(s) to the National Main Street Conference in Pittsburgh, PA May 2017; they can provide up to \$750 if Milton can match DEDO funds (Milton committed \$750 per attendee).
- Diane recommended a 1 year assessment; review-develop a strategic plan for downtown; offered access to Rick Farrell consultant to help name 3 revitalization goals for each of 3 years.

#### **Rural Business Mentoring Program (part of USDA grant)**

- 20-25 active downtown members invited to mentor training on topic areas.
- Small business owners may request assistance on these topics; consultations are free of charge.
- Mentors will receive \$100 dollars per visit for 4-5 hours of work.
- We can attend or present at events sponsored as a part of this endeavor.

#### **Other points from Diane**

- DEDO is offering free e-commerce training at DTCC Terry Campus in Dover, DE on October 11 & 12 from 8:30 am to 4:00 pm.
  - We will be added to DEDO mailing list so the Sustainability Committee can be a part of the dialogue.
  - "What would we do if we had grant funds?" There are limited funds but we could apply for training grants, or equipment.
  - Diane to send new Main Street LOGO to add to Milton's website.
  - Should Milton set up its own Economic Development/ Sustainability Committee non-profit, or continue to use the Milton Community Foundation as its conduit for securing grant funds?
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- Shannon spoke about Universal Recycling Regulation workshop for the commercial sector she will submit notes at the next meeting.
  - Shannon mentioned DENREC website for educational materials at events
  - Michela met with the owners of the Milton Theater who would consider hosting related movies/ presentations/demonstrations.
  - Michela suggested asking the theater to host a speaker to come educate about new recycling regulation Shannon spoke about. Invite and educate home-owners, and people in commercial sector (schools, businesses, etc.).

- Lou suggested we set aside time/date to develop work plans for the Action Plans Ideas we want to pursue.

**Action Plan Ideas:**

- Meet with Milton Community Foundation
- Support Roberta Hagan with creating the “Little Library” outside her house just north of the Milton library
- Façade Improvement Program (Lisa Sumstine)
- Training(s) for potential Business Mentors
- Develop a “VISION” and identity for Milton (Alex Donnan)
- How do/would we support a sustainable community?
- Offer energy audits to homes and businesses

**Misc.**

- 9/28/16 Dedication of Governors’ Walk at 5 PM; Downtown Milton.
- Cotton bags given to Milton library (Michela Coffaro)

9. The next meeting – Tuesday October 25, 2016 at 5:30 PM in the library.

10. Adjournment: 7:00 PM